



Human Capital Information Environment (HCIE) Highlights

# Highlights

News and information on HCIE developments, associated systems, and recognition

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## Did You Know?

### SATERN Summit

The 2011 SATERN Administrator Summit will be held May 9–13, 2011, at NASA's Wallops Flight Facility in Wallops, Virginia. The Summit is primarily designed for Administrator Levels 1, 3, 4, 8, and 8A. It will include both plenary and breakout sessions focused on a variety of topics including workarounds and tips, reporting, curricula, data integrity, business rules, and Individual Development Plans (IDPs). The Summit will also give participants a chance to meet and network with each other.

### ENS

NASA has completed the implementation of its new Emergency Notification and Accountability System (ENS). The system enables the Agency and Centers to rapidly disseminate emergency information to employees and account for all civil servants and contractors in emergency situations. ENS enables employees to be notified of an emergency through a variety of mediums, including work and personal e-mail, phone, and text/paging. ENS also allows employees to respond to notifications, which enables NASA the ability to track and report on employee safety during emergency situations. If you have not signed up for ENS notifications, please do so at <http://www.hq.nasa.gov/office/ops/na-saonly/ENSinformation.html>.



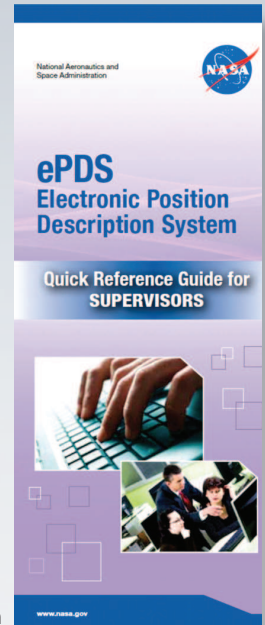
### We're Listening...

HCIE is always looking for new article ideas, photos, suggestions, and feedback. You can reach us at [hcie-feedback@lists.nasa.gov](mailto:hcie-feedback@lists.nasa.gov).

## Updates Enhance ePDS

The Electronic Position Description System (ePDS) is a NASA-developed, Web-based application for position description (PD) creation, maintenance, and storage that enables comprehensive and accurate documentation of PDs. ePDS was originally launched in November 2008, and updated February 28, 2011, with the following functionality:

- **Edit PDs:** ePDS Center Administrators can now make minor corrections to published PDs. A PD change history log tracks the edits as well as recertify and archive data.
- **Recertify PDs:** Supervisors and managers are required to recertify PDs every three years. It is now quick and easy to recertify PDs in ePDS.
- **Archive PDs:** PDs that are no longer being used can be archived in ePDS, and will be deleted after two years in accordance with Agency records retention policy. PDs can also be unarchived for use, as needed.
- **New Position Risk Designation Worksheet:** NASA has implemented the U.S. Office of Personnel Management's new Risk Designation process that replaces the paper 1722 form. Position risk and sensitivity data are housed in ePDS and also accessible in the Workforce Transformation Tracking System (WTTTS) for use by the Office of Protective Services community.



Stay tuned, as there are more changes coming to ePDS. In the meantime, if you have any questions, contact Dan Costello at [daniel.p.costello@nasa.gov](mailto:daniel.p.costello@nasa.gov) or Joan Youravich at [joan.youravich-1@nasa.gov](mailto:joan.youravich-1@nasa.gov).

## ePBS is Now Live

The Electronic Personal Bulletin System (ePBS) is now live. ePBS is an internally developed Web-based application that provides a template for the Office of Human Capital Management (OHCM) to develop consistent and complete Personnel Bulletins that are accessible through the Human Resources Portal. OHCM is using ePBS to create and publish Personnel Bulletins, as well as to receive, review, and consolidate Center responses to "action-oriented" Personnel Bulletins.

All Center human capital offices have begun using ePBS to locate, view, and post their responses to those bulletins when required. ePBS provides NASA with the following benefits:

- Improved development and consistency of personnel bulletins
- Improved efficiency and timeliness of posting process
- Improved availability of personnel bulletin information
- Enhanced search capability for locating past personnel bulletins
- Ability to track, report, and archive responses and comments

If you have any questions, please contact Gregg Phelps at [gregg.phelps@nasa.gov](mailto:gregg.phelps@nasa.gov).

## HRMES—Human Resources Messaging Service

The Human Resources Messaging Service (HRMES) is an internally developed, Internet-based Human Resources (HR) application designed to send customized HR messages to employees based on various employee attributes.

HRMES system filters HR data stored in the Federal Personnel Payroll System (FPPS) and, based on calculations and events, can create tailored triggers for e-mail notifications. This will enable HR administrators to include only those employees targeted by e-mail blasts, such as position openings.

In addition, the HRMES system can forecast messages based on various life events for employees. For example, if an employee's birthday is within the next month, the system will send out a customized e-mail notifying the employee of potential action items, such as a driver's license renewal or changes in health benefits.

The initial rollout of the HRMES system will include any data regarding employee benefits and position openings for which employees qualify. The HRMES messages will be delivered both by e-mail and personal notices on the Human Resources Portal.

The development team anticipates multiple upgrades and enhancements to the HRMES system, as the benefits and advantages of the system are more clearly understood and demonstrated. The system is currently in the implementation phase and is expected to be rolled out in the near future. For more information, please contact Bill Kerneckel at [bill.kerneckel@nasa.gov](mailto:bill.kerneckel@nasa.gov).



The development team at JSC responsible for HRMES and Org Publisher.

## Org Publisher

Org Publisher is an organizational charting software program that utilizes HR data in FPPS to create dynamic organization charts. This software enables HR administrators to rapidly create and share visually oriented organizational charts from an existing data source (e.g., Adobe PDFs). Org Publisher will integrate with Microsoft PowerPoint, Microsoft Excel, and Adobe Acrobat. The program provides administrators the ability to drill down from the highest levels of the Agency to the lowest. In addition, Org Publisher can be used as a planning module, where administrators will be able to create new organizational charts by dragging and dropping various groups into new places, and understand the immediate implications of such moves. This system, which was customized by NASA, is scheduled for implementation shortly. For more information, please contact Bill Kerneckel at [bill.kerneckel@nasa.gov](mailto:bill.kerneckel@nasa.gov).

## Comments from Candy

I hope that all of you are enjoying a good start to 2011. I have a number of goals for the year, which include a big focus on providing Web services through the Human Resources Portal, developing an enterprise architecture model for HCIE, and providing Agency-wide solutions to our Centers. This means that we will be implementing and using more systems that are increasingly user friendly, and collectively minimize the amount of manual and double-entry of HR data.

One of our major systems work efforts this spring is the deployment of the Position Level Entitlement (PLE), which is a joint effort between OHCM and OCIO. This builds upon the Basic Level Entitlement (BLE) that assigns access to certain tools, functions, and various systems based on the individual's role (as opposed to a requirement to request access through NAMS). In addition, KSC is developing an online performance management tool, Standard Performance Appraisal Communication Environment (SPACE), which will simplify the performance management experience and covers the full performance life cycle through the integration of multiple system feeds (e.g. NAAS, FPPS). Initial deployment is limited to KSC, with the potential for agency-wide deployment

Concurrently, over the next few months you all will see the roll-out of a number of other systems. The HRMES HR Messaging System and Org Publisher, both of which you have already read about and we are excited to implement. The integration of NASA's WTTS with DOI's FPPS is being developed for a summer release, which will improve our data quality and end-user experience. Finally, we are continuing to develop and enhance the Supervisor and Executive Dashboards to provide you all with a more robust experience.

I look forward to a year of producing world-class human capital systems for the NASA workforce. If you have any ideas, suggestions, or other feedback on these systems, please share your thoughts with me at [hcie-feedback@lists.nasa.gov](mailto:hcie-feedback@lists.nasa.gov).



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